

**Richmond Public Library
Board of Trustees Meeting
Minutes of Feb. 18, 2018**

The meeting was called to order at 9:40 AM. Peter Mulhall, Chair; Kathleen Whitham, Treasurer; Jerry Mills, Secretary; and Wendy O'Brien, Librarian, were in attendance.

Recognition of Guest(s): Sheldon Perry

Public Comments: Sheldon is interested in learning more about the RPL activities.

Acceptance of Previous Minutes: It was moved, seconded, and all voted in favor to accept the minutes of Jan. 8th, 2017. **Treasurer's Report:** Kathleen provided the Financial Report with balances for the various library accounts with \$12,566.09 in the Operating Account and \$1,934.86 in the Librarians' account. There was \$14,500.95 in the checking accounts. The Treasurer's report was accepted.

Status of Library:

- A State sponsored 3D printer program will be demonstrated the third and fourth weeks of February at the Library by Wendy. Interlibrary book loans issues were discussed at length. Wendy is putting together new Trustee information packets.
- Programming: The Coffee Hour and the Knitting Group programs both continue with good attendance. Teen Pizza Night went well. Preschool programming on Wednesdays continues.
- Archives: The Town's computer consultant has corrected the issues with the system.
- Wendy and Bonnie will continue to work on the files for the archives during 2018. Wendy found a memorial volume to Elizabeth Elnora Randall McColleston who was a school teacher at Schoolhouse #4 in the late 1800s. Wendy plans to exhibit this in April for the Town History Tales wall.
- Building Issues: Wendy is working on contacting a local electrician to address issues in the children's room. Exterior painting quotes have been forwarded to the Selectmen. Two other issues are being addressed.
- Hayden Budzik's bulletin board Eagle Scout project is undergoing modifications and should be finalized this Spring.
- To date Wendy's efforts to avoid frozen pipes in the Library have been successful.
- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

Old Business:

- Outside Maintenance: Reviewed status of projects: The outside bulletin board project was discussed as to location, size, and design. Updates to several of the other projects were also covered by Peter.

New Business:

- Wendy is organizing boxes as they come from the Keene archive center. Photos of interest are being scanned.
- Peter is coordinating with Kathleen on financial record keeping.
- Plaques for town buildings were discussed and Jerry will contact suppliers for information as to cost and sizing available. He also reviewed plans for hikes around town to tour historic sites this year.

Monetary gifts/donation(s): None. Possible future gifts and donations were discussed.

Our next board meeting is scheduled for Monday, April 2nd, 2018 at 9:30 AM.

Meeting adjourned at 10:25 a.m..

Respectfully submitted,

Jerry Mills, Secretary